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CLASSIFICATION TOP AND BOTTOM

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### OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	[REDACTED]		
2			
3			
4			
5			
6			
ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	

**Remarks:**

Attached is:

- (1) Analysis of C&T Proposal for Reorganization and Restructuring
- (2) New Organizational Chart for C&T
- (3) C/C&T's proposal

[REDACTED]'s proposal exceeds the average grade or C&T by 30 points, the majority of which is caused by eliminating positions at lower grade levels and using ceiling to establish positions at higher levels. A meeting is required to determine where we can reduce the number of points required. Please advise of date and time convenient.

CY EACH ADDRESSEE

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.	DATE
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